

PSC Solution: TIP0015

Date: 7/1/2010

Application: ESS

School Year: All

File Specifications: N/X029 - Directory, N/X035 – Federal Programs

Solution Type: Technical Tip

Title: Why it is important to report new LEAs as early as possible

Issue Description:

Some states have encountered validation error ER-110 when reporting GEPA funding in N/X035 for new LEAs which started receiving the funding in the prior school year (before the LEA was operational). For example, if an LEA opens during SY2008-09 and is first reported in N/X029 with a status of 'NEW,' but received GEPA funds in SY2007-08, submitting N/X035 will result in submission error ER-110.

This Solution provides guidance for states on the importance of reporting new LEAs early.

Solution:

States should include new LEAs with an operational status of '7' for 'FUTURE' in their directory submissions as soon as it is known that the LEA may be opened at some point in the future.

An LEA may be submitted to *EDFacts* and stay in 'FUTURE' status for up to 2 years before it actually opens. After 2 years in 'FUTURE' status, LEAs should be reported as '3-NEW' for a single school year and as '1-OPEN' in subsequent school years.

Submitting LEAs in 'Future' status in N/X029 is the best way to ensure that you will be able to submit your N/X035 data (or other data which depends on the directory file) on time and without errors. Even if an LEA does not receive federal funding, it can be included in your N/X029 submission under a status of 'Future' without submitting any other data against it.

If a state finds that it has to submit N/X035 (or other file) which references an LEA and school year in which the LEA was not included in the N/X029 directory, contact the PSC for instructions on how to correct the data and eliminate the error.